

TAB

SECRET

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| RECORD FORMAT DESCRIPTION | | | | DATE | PAGE OF PAGES |
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| SYSTEM NAME MANPOWER CONTROL | | | | PROJECT NO. AND NAME 25428 POLAND | PROGRAM |
| MASTER | NAME | | | FILE NAME | DATE NAME PREFIX |
| TRANSACTION | | | | | |
| RECORD SIZE | BLOCK SIZE | | DENSITY | LABELS | PREPARED BY |
| | | | | YES NO | 25X1 |
| FIELD NO. | FIELD NAME | FIELD LENGTH | T Y P E | J U S T | FIELD DESCRIPTION |
| | DATEACT | 6 | N | | <u>DATE OF ACTION</u> The month, day, year the action is to be implemented |
| | | | | | REFERENCE |

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| MASTER TRANSACTION | NAME | | | FILE NAME | | | DATE NAME PREFIX | |
| RECORD SIZE | BLOCK SIZE | | DENSITY | | LABELS | | PREPARED BY | |
| | | | | | <input type="checkbox"/> YES | <input type="checkbox"/> NO | | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | TYPE | JUST | FIELD DESCRIPTION | | | REFERENCE |
| | ACTCNTL | 2 | X | | <u>ACTION CONTROL</u> A complementary code used in connection with Type Action codes to define certain specific conditions requiring computer action | | | |

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| FIELD NO. | FIELD NAME | | FIELD LENGTH | TYPE | JUST | FIELD DESCRIPTION | | | REFERENCE |
| | TYPEACT | | 1 | A | | <u>TYPE OF ACTION</u> A code defining specific actions requiring computer action. | | | |

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| FIELD NO. | FIELD NAME | FIELD LENGTH | T Y P E | J U S T | FIELD DESCRIPTION | | | REFERENCE |
| | LANGSPEK | 1 | X | | <u>LANGUAGE SPEAKING PROFICIENCY</u> A code denoting the required speaking proficiency level of the language requirement. | | | |

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| TRANSACTION | RECORD SIZE | | BLOCK SIZE | DENSITY | LABELS <input type="checkbox"/> YES <input type="checkbox"/> NO PREPARED BY | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | TYPE | JUST | FIELD DESCRIPTION | REFERENCE |
| | LANGWRIT | 1 | X | | <u>LANGUAGE WRITING PROFICIENCY</u> A code denoting the required writing proficiency level of the language requirement. | |

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| TRANSACTION | | | | | | | | |
| RECORD SIZE | BLOCK SIZE | DENSITY | | LABELS | | PREPARED BY | | |
| | | | | <input type="checkbox"/> | YES | NO | | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | TYPE | JUST | FIELD DESCRIPTION | | | REFERENCE |
| | LANGREAD | 1 | X | | <u>LANGUAGE READING PROFICIENCY</u> A code denoting the required reading proficiency level of the language requirement. | | | |

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| | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | TYPE | JUST | REFERENCE |
| | LANGCT | 18 | X | | <p><u>LANGUAGE CLEAR TEXT</u></p> <p>A data item denoting the clear text description of the language requirement.</p> |

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| TRANSACTION | RECORD SIZE | | BLOCK SIZE | DENSITY | LABELS | | PREPARED BY | |
| | | | | | YES | NO | | |
| | FIELD NAME LANGCODE | FIELD LENGTH 4 | TYPE X | JUST. T | FIELD DESCRIPTION <u>LANGUAGE CODE</u> A code representing the language required. | | | REFERENCE |

25X1

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| TRANSACTION | | | | | | | | |
| RECORD SIZE | BLOCK SIZE | | DENSITY | | LABELS | PREPARED BY | | |
| | | | | | YES | NO | | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | TYP E | JUST T | FIELD DESCRIPTION | | | REFERENCE |
| | NOREQ | 2 | N | | <u>NUMBER REQUIRED</u> A numeric denoting the number of incumbents necessary to meet the language requirement. | | | |

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| TRANSACTION | RECORD SIZE | | BLOCK SIZE | DENSITY | LABELS | | PREPARED BY | | | |
| | | | | | <input type="checkbox"/> YES | <input type="checkbox"/> NO | | | 25X1 | |
| FIELD NO. | FIELD NAME | | FIELD LENGTH | TYPE | J | U | S | T | REFERENCE | |
| | TYPEREQ | | 1 | A | | | | | | |
| | | | | | <p><u>TYPE REQUIREMENT</u></p> <p>Code denoting whether the type of language requirement is 'Specific' or 'General'.</p> <p><u>Specific</u> denotes language requirements levied against a particular position.</p> <p><u>General</u> denotes language requirements levied against a unit which can be satisfied as long as there is an adequate pool of language qualified personnel within the unit.</p> | | | | | |

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| TRANSACTION | | | | | | |
| RECORD SIZE | BLOCK SIZE | DENSITY | LABELS | | PREPARED BY | |
| | | | YES | NO | | |
| FIELD NO. | FIELD NAME | FIELD LENGTH | T Y P E | J U S T | FIELD DESCRIPTION | REFERENCE |
| | MINREQ | 2 | N | | <u>MINIMUM REQUIREMENT</u> A numeric denoting the minimum number of people required to fill the units language requirements. | |

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HUMAN RESOURCES SYSTEMS

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